

DUTY STATEMENT

DFW 242A (REV. 07/18/22)

Department Statement:

California is one of the most biodiverse places on the planet. As such, the Department of Fish and Wildlife (CDFW) values diverse employees working together to protect nature for all Californians. CDFW is committed to fostering an inclusive work environment where all backgrounds, cultures, and personal experiences can thrive and connect others to our critical mission.

INSTRUCTIONS: A duty statement and organizational chart must be submitted with each Request for Personnel Action, Form 242	EFFECTIVE DATE
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DFW DIVISION/BRANCH/REGION/OFFICE Bay Delta Region (Region 3)	POSITION NUMBER (Agency-Unit-Class-Serial) 565-323-0916-905
UNIT NAME AND LOCATION Interagency Ecological Program (IEP) Operations – Permit Implementation Unit – Stockton, CA	CLASS TITLE Fish and Wildlife Technician
INCUMBENT	CURRENT POSITION NUMBER (Agency-Unit-Class-Serial)

BRIEFLY DESCRIBE THE POSITION'S ORGANIZATION SETTING AND MAJOR FUNCTIONS

Under the supervision of a Senior Environmental Scientist (Supervisory), this position participates in activities supporting research and biological sampling from Department research vessels, typically assisting an Environmental Scientist or Fish and Game Vessel Mate.

PERCENTAGE OF TIME PERFORMING DUTIES	INDICATE THE DUTIES AND RESPONSIBILITIES ASSIGNED TO THE POSITION AND THE PERCENTAGE OF TIME SPENT ON EACH. GROUP RELATED TASKS UNDER THE SAME PERCENTAGE WITH THE HIGHEST PERCENTAGE FIRST. (USE THE REVERSE SIDE IF NECESSARY.)
45%	<u>ESSENTIAL FUNCTIONS:</u> Field Sampling and Monitoring Assistance: Assist with field sampling and monitoring operations, including (1) setting, fishing, and retrieving trawls, seines, traps, and other nets to collect biological samples from Department research fishing vessels; and operating hydraulic winches; (2) operating small boats less than thirty-five feet (35') and associated equipment such as global positioning systems (GPS), radios, fathometers, and chart plotters; (3) launching, loading, and trailering boats, (4) sorting, handling, and measuring live fish and invertebrates (e.g., crabs, shrimp) while on board Department vessels; (5) collecting other biological samples and water samples; and (6) accurate recording of information associated with collections.
25%	Maintenance, Repair, and Upgrading of Research Vessels and Skiffs: Perform all aspects of upkeep on Department research vessels and associated equipment, including (1) cleaning boats; (2) minor equipment and boat repair; (3) engine maintenance; (4) approved modifications to boats; (5) accurate recordkeeping of boat use and repairs; and (6) maintenance and repair of boat trailers.
15%	Preparation for and Coordination of Field Work: In coordination with scientific staff, prepare equipment and gear for field sampling, including (1) ensuring proper net(s), hardware, and backups are on boats and in good repair; and (2) making any changes necessary to deck gear and cables to properly use the nets and other sampling gear.
10%	Repair and Construction of Fishing Gear: Repair, mend, construct, and store fishing gear including midwater trawls, Kodiak trawls, otter trawls, trammel nets, gill nets, purse seines, larval and plankton nets, and associated cables, sleds, frames, and doors.
5%	<u>NON-ESSENTIAL FUNCTIONS:</u> Miscellaneous duties as required: Complete and submit weekly activity reports, vehicle usage logs, vessel usage logs, and other routine reports. Learn rules of navigation and fish survey protocols. With Mate oversight, learn to operate larger boats.

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	<p>Special Personal Characteristics: Aptitude for fish and wildlife conservation work, construction, repair, and maintenance work; willingness to work unusual hours, long days, and occasionally on Saturdays, Sundays, and holidays; willingness to do heavy manual labor and work in adverse weather conditions; able to effectively lead seasonal employees while working aboard vessels or with sampling gear and communicate with others effectively and efficiently in emergency scenarios.</p> <p>Special Physical Characteristics: Ability to work aboard vessels in rough, open water in inclement weather; ability to repetitively lift up to 40 pounds; go below deck through engine hatches and work in engine compartments; and maintain physical balance and work safely on boats in rough-water conditions.</p> <p>WORKING CONDITIONS:</p> <p>Possess a valid driver's license. Must be able to operate a motor vehicle and be prepared to travel using a state vehicle as passenger or driver, often in heavy traffic. Up to 15 days a month working aboard research vessels, which (1) requires starting work early; (2) often requires working in excess of 8 hours per day; (3) requires standing, sitting, kneeling, reaching, and lifting up to 40 pounds on an unlevel or moving surface; (4) often occurs in inclement weather and rough water, and (5) frequently requires handling live fish.</p>	
SUPERVISOR'S STATEMENT: I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE.		
PRINT SUPERVISOR'S NAME Lauren Damon, Senior Environmental Scientist, (Supervisory)	SUPERVISOR'S SIGNATURE	DATE
EMPLOYEE'S STATEMENT: I HAVE DISCUSSED WITH MY SUPERVISOR THE DUTIES OF THE POSITION AND HAVE RECEIVED A COPY OF THE DUTY STATEMENT. I HAVE READ AND UNDERSTAND THE DUTIES AND ESSENTIAL FUNCTIONS OF THE POSITION AND CAN PERFORM THESE DUTIES WITH OR WITHOUT REASONABLE ACCOMMODATION.		
PRINT EMPLOYEE'S NAME PROPOSED, Fish and Wildlife Technician	EMPLOYEE'S SIGNATURE	DATE